

BID SOLICITATION

Page 1 of 2
Printed: 6/7/2006



City of Chattanooga
100 East 11th Street, Room 200
Chattanooga TN 37402

BID OPENING DATE AND TIME:

06/22/2006 2:00 PM

BID NUMBER: B0003298

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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City of Chattanooga
100 East 11th Street, Room 200
Chattanooga TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Requisition No. R0090542 Ordering Dept. Information Systems Buyer & Phone: Debbie Talley 423-757-5184</p> <p>.....</p> <p>Item Purchased: Supply Web Hosting & E-Mail Listserv</p> <p>.....</p> <p>This Shall Be A Thirty Six (36) Month Requirements Contract To Supply Web Hosting & E-Mail Listserv. The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Term Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein.</p> <p>.....</p> <p>ONLY ONE AWARD WILL BE MADE AS A RESULT OF THIS INVITATION TO BID</p> <p>.....</p> <p>*** BIDS MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST on June 22, 2006 ***</p> <p>.....</p> <p>Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.</p> <p>The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.</p>				

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS.

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

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Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER: Talley, Debbie J.

PHONE #: (423) 757 - 5184 ext.

DELIVERY REQUIRED: 06/22/2000 2:00 PM

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.</p> <p>***** NOTE *****</p> <p>PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Phone/Toll-Free No. _____</p> <p>FAX No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Employer's ID No. _____</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION *****</p>				
1.0	Description of e-mail listserv: "Hosted software solution for e-mail distribution lists (a.k.a. "listserv"). Requirements: no advertisements, allow sending in HTML (for use of hyperlinks, graphics, etc.). Provide tracking information. Mail-outs average 1,300 per week."	1.00	MO		
2.0	Description of web hosting: "Web site hosting services on dedicated dual-processor server running Microsoft Windows 2000 Server (or better). Vendor must provide 7x24 monitoring and notification of problems. Vendor is responsible for installation of Service Packs/Hot Fixes/Patches, etc. Quoted price should include a minimum of 100GB of bandwidth per month. Vendor must provide firewall protection for the server, and vendor is responsible for backup/restore/recovery of server."	1.00	MO		
				TOTAL:	

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COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

All questions should be submitted in writing by end of business on June 14, 2006 to the following:

Debbie Talley
200 City Hall Annex
Chattanooga, TN 37402

Fax Number: 423-757-4851

E-Mail Address: talley_deb@mail.chattanooga.gov

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the contractor and/or subcontractor shall be a breach of this contract.

(Signature of Contractor)

(Title and Name of Company)

(Date)